

Chesterfield County
Airport Advisory Board Meeting
April 17, 2006 at 5:00 p.m.
Terminal Building Conference Room

1. **Call to Order/Roll Call:** The Airport Advisory Board Chairman, Mr. O'Leary, called the meeting to order at 5:06 p.m. and roll call was taken. In attendance were Mr. O'Leary, Mr. Thayer, Mr. McClellan, Mr. Marsh, Mr. Young, Mr. Pitaro, Mr. Dane and Mr. Mickel.
2. **Customer/Guest Comment Session:** Adam Switzer, Delta Airport Consultants attended the meeting.
3. **Approval of Meeting Minutes:** On a motion by Mr. Marsh and second by Mr. Thayer, the meeting minutes from the February 13, 2006 were unanimously approved.

4. **FBO Report:**
Mike Mickel gave the FBO report. Wyvern Consulting, LTD. audited Dominion Aviation Services. Wyvern is the leading aviation safety audit firm for Charter Aircraft. They audit flight operations, maintenance records and how maintenance is handled, training for the mechanics and touch line service. Mr. Mickel was pleased to announce DAS passed with flying colors. Mr. Mickel thanked Chesterfield County for the use of the workroom for the audit to take place.

Mr. Mickel reported that all areas of fuel sales are down by quite a bit. A discussion on the economy and it affects on business took place.

Flight training hours totaled 408.7 the first quarter of 05. This year flight training hours rose to 595.9 for the first quarter of 06. There is one older 172 plane left. There are four newer 172's and two new Diamonds. Ground School is filling up. We are looking for instructors again.

5. **Project Status Update:**
 1. **Ramp Expansion:**
The project has begun. Clearing of trees has taken place. Retention pond has been built for storm water control. Installation and redirection of water line is complete. Flow test has been approved. A 24-hour shut down to tie in water line to Chesterfield County's water line is expected to take place no later than April 30, if rest of testing is approved.
 2. **T-Hangar Project:**
The contractor will need to mill about a 1/4 inch of asphalt at the entrance of a few of the hangars. Asphalt is just a little to high allowing water to come into the hangars.
 3. **Corporate Hangar Project:**
The contractor is working on finishing up the punch list to complete this project.
 4. **Runway Rehab Project:**

Steve O'Leary and Charles Dane met with Chad Carper of the FAA, Matt Kundrot and Doug Sander from Delta Airport Consultants concerning phasing options. After discussion on the centerline and other problems that need to be corrected, it looks like the project will need to be phased to do mostly all night work that should last about 60 days. There may be a few weekend & night closures. Half of the runway should be open at all times. Design will be on going. The project will cost a few million more than expected. Work should be complete prior to the air show in the fall of 2007. Discussion took place on what is involved prior to starting the project.

The initial project that Delta Airport Consultants proposed was for runway/taxiway rehab. It will still be designed as one project but will be bid separately. As stated above, the runway project will take place in spring of 07 and the taxiway will be bid in Jan 08. A discussion on phasing the taxiway project took place.

6. **Old Business:**

1. **Air Show:**

Charlie Dane reported on the air show. After discussion with Steve O'Leary, Fran Pitaro, Jay Stegmaier and Lane Ramsey the decision was made not to have an air show in 2006. Focus will be placed on a 07-air show.

Mr. Thayer and Mr. Young stated they feel the ramp project will interfere more with the 07-air show than the 06-air show. Adam Switzer and Mr. Dane reported the runway rehab project should be complete in plenty of time and should not interfere at all. A brief discussion took place.

Mr. Young asked who was going to oversee the air show. Mr. O'Leary requested a discussion take place amongst the AAB to determine who this entity should be. How should this be handled? Mr. Young recommended a brainstorming meeting to see where the AAB can be involved. Mr. Marsh agreed.

Mr. Dane reiterated the help he was looking for in past discussions was assistance in obtaining sponsors. Help from the private sector is vital. The Chesterfield Chamber has been approached to help solicit sponsors. Parks and Rec department has agreed to handle transportation and parking. They also agreed to handle the Classic Car Show.

2. **Museum Status:**

Mr. Dane, Mr. O'Leary and Mr. Young have been working with Jan Ralph to produce a four-color workbook. Mr. Young gave an overview on why Jan Ralph who possesses a rare talent, was the right person to get involved with this project and how his involvement is impacting the development of the workbook. They are still in the process of writing the workbook. Mr. Young has provoked excitement about the project and has volunteered to make a presentation to the Board at the next AAB meeting. Mr. Pitaro requested to have Mr. Ramsey see the completed presentation also. Mr. Dane gave an overview of the different levels that will be involved with the museum. Fund-raising is on hold until the workbook is complete.

3. **Fireworks:**

The fireworks plans are in limbo right now due to funding. Mr. Dane will hopefully hear something soon as to whether the fireworks will take place here at the airport. He will keep the AAB posted through e-mail. It may be delayed until next year.

7. **Adjourn:** The meeting was adjourned on a motion from Mr. Pitaro and a second from Mr. Dane. The next meeting is scheduled for June 12, 2006 at 5 pm.